



**BOARD OF REVIEW
CITY OF WOODLAND PARK, BUILDING DEPARTMENT
CITY HALL COUNCIL CHAMBERS
220 W. SOUTH AVENUE, WOODLAND PARK, CO
Thursday, January 18, 2024 – 3:30 P.M.**

AGENDA

This meeting is a hybrid in-person & Zoom meeting. The Zoom meeting link is in the calendar at the bottom of the City website (www.city-woodlandpark.org) – click on the meeting date, click on “More Details” under “Board of Review Meeting” and click on “Link: Participate via Zoom”. Please call the Planning & Building Department at (719) 687-5202 with questions or comments.

- I. CALL TO ORDER AND ROLL CALL**
- II. PLEDGE OF ALLEGIANCE**
- III. ELECTION OF OFFICERS**
- IV. APPROVAL OF MEETING MINUTES – December 21, 2023**
- V. CONSENT ITEMS – None**
- VI. COMPLAINTS - None**
- VII. VARIANCE OR APPEALS HEARINGS - None**
- VIII. UNFINISHED BUSINESS – None**
- IX. NEW BUSINESS – Introduction to Building Inspector recently assigned to Woodland Park**
- X. OPEN DISCUSSION**
- XI. ADJOURNMENT**

WOODLAND PARK BOARD OF REVIEW
MEETING MINUTES
City Hall Council Chambers
Regular Meeting on December 21, 2023
3:30 PM

- I. CALL TO ORDER AND ROLL CALL:** The meeting was called to order at 3:30 p.m. In attendance are Chairman Mac McVicker, Vice-Chair Jeff Cahill, and Regular members Derrick Carpenter and Patrick Vitagliano. Jeff Smith was absent. Others in attendance were City Planning Director Karen Schminke (via Zoom), City Planner David Burgess, and Pikes Peak Regional Building Department (PPRBD) Deputy Building Official John Welton.
- II. PLEDGE OF ALLEGIANCE:** Chairman McVicker led the Pledge of Allegiance.
- III. APPROVAL OF MEETING MINUTES:** The September 21, 2023 meeting minutes were approved unanimously as presented.
- IV. CONSENT ITEMS:** None.
- V. COMPLAINTS:** None.
- VI. VARIANCE OR APPEAL HEARINGS:**

- A. VAR2023-09 (B)** – 1400 Masters Drive, owners Louis William (“Bill”) & Crystal Wysong Spach request a variance to Table R402.1.3 of the 2021 International Energy Conservation Code (IECC) to omit the garage insulation and heat loss calculation requirements for installation of a natural gas fueled heating unit in the owner’s residential attached garage. The Spach’s home was issued a Certificate of Occupancy in 2005.

Mr. Spach explained that he would like to add heat to his garage for when he is working on his vehicles or other projects. Chairman McVicker explained that the Board has heard several similar requests in the past. He asked who would be installing the gas line, electric line, and the heating unit. Mr. Spach replied he has yet to contract any contractors, as he wanted approval of this variance beforehand.

Chairman McVicker asked the Board if they had any questions for Mr. Spach. Mr. Cahill said he noticed some low-hanging Romex-type wiring for lighting, with some suspended by 2x4s and he asked if this was added by Mr. Spach or by the previous owner and if this lack of attention to detail is what could be expected with the new heater installation. Mr. Spach replied this was done by the previous owner.

Mr. Carpenter asked if Mr. Spach was going to hire a heating contractor for the installation, to which Mr. Spach confirmed he would, and that he wants it done per code to avoid any potential future issues if he decides to sell. Mr. Carpenter asked Mr. Burgess if Mr. Spach would apply for the permit, or if would be the contractor. Mr. Burgess confirmed it would be the contractor.

Chairman McVicker asked if he intends to install only one heater in the smaller garage area, and not in the larger portion of the RV garage as shown on the floor plan. Mr. Spach replied that it was

all one garage. Mr. Carpenter asked how close the gas line was. Mr. Spach replied that it is directly behind the adjacent wall, where the utility room is.

Chairman McVicker asked Mr. Welton what the minimum clearance would be between the heating unit and the storage boxes that appear in the photos. Mr. Welton replied that clearance to combustibles would appear in the manufacturer's installation specifications, which is something the inspectors will check. He clarified that this can only be checked at the time of the inspection. The general code clearance requirement is 30 inches from the installed fixture to any other obstructions.

Mr. Cahill asked when the distance between the floor and the bottom of the heater would be checked relative to the garage door height to ensure that a vehicle would not hit the appliance, possibly requiring some sort of protection such as a bollard. Mr. Welton replied that would occur at the Mechanical final inspection. Mr. Cahill stated that this means it would be at the end of the installation, which could potentially require a "retrofit", but that this does not affect the Board's ability to grant the subject variance. Mr. Carpenter clarified that the heater would be installed toward the back of the garage per the floor plan provided in the application.

Mr. Welton asked Mr. Spach to clarify if the variance request is to omit the garage insulation requirements entirely including the wall, ceiling, and slab insulation. Mr. Spach stated it would just be for the slab since the walls and ceiling are insulated. Mr. Welton stated he needed to know to make the proper notation on his address for the future permit. Mr. Cahill asked if the R-values were listed on a previous permit application. Mr. Welton replied not necessarily, but once the permit is applied for, PPRBD will require an IECC (International Energy Conservation Code) form where the wall and ceiling insulation would be listed. There will already be a notation for Mr. Spach's home that the variance is specific to the slab insulation. Mr. Cahill asked what edition of the code would be enforced. Mr. Welton confirmed it would be the 2023 RBC (Regional Building Code) that includes the 2021 IECC. Chairman McVicker said that there may be a form in the mechanical room that lists the insulation values. He asked Mr. Spach if he had seen that form. He replied he had not. Mr. Carpenter added that this can sometimes be found in the attic, and it might be on a sticker.

Mr. Cahill stated that this could be an issue if the insulation installed does not meet the current code requirements, and could result in requiring an additional variance. Mr. Welton explained that there is a path in the code for a reduction to the insulation requirements whereby the minimum values would be R-13 in the walls and R-24 in the ceiling. Typical insulation in a 2x4 wall would meet that requirement. Mr. Carpenter asked Mr. Spach if he knew how much insulation was in the ceiling. Mr. Spach indicated that it was over 12 inches of blown insulation (which would meet the requirements).

MOTION: Mr. Carpenter moved to approve this variance request and Mr. Cahill seconded. The motion passed unanimously.

Chairman McVicker recommended to Mr. Spach that he consider installing a carbon monoxide detector in the garage since this is a gas-powered appliance. Mr. Spach agreed this would be a good idea and thanked him for the suggestion.

VII. UNFINISHED BUSINESS: Update on Building Permit valuation comparison.

Mr. Burgess stated that at the September 21, 2023, Board of Review meeting, he committed to compiling the permit valuation data to follow up on how Woodland Park compares with the other smaller jurisdictions that PPRBD serves. He said that during that meeting, permit valuations were almost \$47MM. Since that meeting, other permits have been issued now totaling \$68.7MM. Chairman McVicker asked how that compares with previous years. Mr. Burgess replied that he did not have that data, but that the difference would be significant primarily due to the Charis Bible College student housing permits that have been issued this year. He added that there would also be high valuations in the year that the Charis auditorium and parking garage were permitted.

In comparison for 2023 with the smaller jurisdictions, starting with the highest valuations first, Mr. Burgess reported the following:

The City of Monument = \$235.6MM

The City of Fountain = \$116.1MM

The City of Manitou Springs = \$5.8MM

The City of Palmer Lake = \$4.6MM

The City of Green Mountain Falls = \$1.4MM

Mr. Burgess stated that at the last meeting, he reported that PPRBD's total permit valuation was approximately \$2.5B and since then they are now at \$3.46B.

Chairman McVicker said to Mr. Welton that he believes permit activity has picked up and that he knows PPRBD had a big increase in June before the 2023 RBC went into effect. He said that July was a little slow, but that activity has picked up since then. Mr. Welton said activity declined in July of 2022 for residential projects when the Federal Reserve began adjusting mortgage interest rates. That action had a direct impact on single-family home permits. He has seen commercial permits remain strong.

Mr. Welton stated that compared to 2022, they have experienced months where residential permit valuations were higher, especially in June before the code change. They have had a couple of months where they exceeded \$200MM, but the average is staying between \$150MM to \$160MM. He has also seen a slight increase in residential alteration permits. He explained that when interest rates go up, people are inclined to stay in their homes and put their money into renovations. Compared to the smaller jurisdictions, Woodland Park is in a unique situation since more multi-family projects are occurring here, such as the Charis student housing project.

Mr. Burgess reported that Woodland Park has processed 375 Zoning Development Permits (ZDPs) in 2023, which equals the volume seen in 2021. Most years average around 300. This includes all ZDP applications such as sheds, decks, and fences, as well as Site Plan Reviews for larger projects and Conditional Use Permits for other development projects. Mr. Carpenter asked if there are upcoming apartment projects that will be starting construction. Mr. Burgess said that there are, and that will result in large valuations as well.

Chairman McVicker said that at the last meeting, it was mentioned that the Planning Department was transitioning to a new permitting system, and he asked if that had been completed. Mr. Burgess replied that it had not and that staff is currently coordinating with Teller County to incorporate their assessor's GIS database. In the meantime, staff is completing in-house training with the new software to go online sometime in 2024.

Mr. Carpenter asked about the Board members' term expirations. Director Schminke said that staff has reached out to those members whose terms expire in January. Mr. Vitagliano's term expires on January 1, 2024. She encouraged him to apply for re-appointment. All other Board members' terms expire on January 1, 2026.

Mr. Burgess circled back stating that Mr. Welton has just looked up the statistics from 2015 through 2023, and that he would like to share that with the Board. Mr. Welton relayed the following valuations: 2015 = \$16.1MM; 2016 = \$31.8MM; 2017 = \$24.4MM; 2018 = \$62.8MM; 2019 = \$18.2MM; 2020 = \$23.1MM; 2021 = \$25.6MM; 2022 = \$29MM.

Mr. Welton said that the 2023 real-time data valuation is currently showing \$70.1MM. This totals \$301.5MM since 2015.

VIII. NEW BUSINESS: None.

IX. OPEN DISCUSSION: Mr. Carpenter asked Mr. Welton about the newly assigned Building Inspector for Woodland Park. Mr. Welton replied that Doug Compton would be filling that role in place of Eric Ramirez, who has accepted a position with another company. He said he would be introducing Mr. Compton to the Board during the January 18, 2024 meeting.

X. ADJOURNMENT: Chairman McVicker adjourned the meeting at approximately 4:02 p.m.

Recorded by:

David J. Burgess, Planner II, City of Woodland Park

Approved this _____ day of _____, 2023

Mac McVicker, Chairman